

# **SEMI-ANNUAL PROGRESS REPORT**

**February 28, 2003**

**I. DEPARTMENT/AGENCY**

Department of Public Safety/Office of the State Fire Marshal

**II. PROJECT TITLE**

Fire Marshal Information Management System ("FMIMS")

**III. PROJECT LEADER**

Mark F. Gates, Deputy Assistant Secretary  
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**IV. DESCRIPTION OF THE PROJECT**

The project is being implemented to provide the ability for the Louisiana Architectural, Engineering, and Construction community ("AEC") as well as the general public to submit and review plans through a web based portal; to provide the SFM the ability to perform construction inspections while in possession of the most current information on that specific project; the capability to provide the citizens and businesses of the State of Louisiana electronic communication with the State Fire Marshal's Office via the web; the means of producing quicker and more cost effective correspondence with the AEC and Louisiana citizens; and the implementation of a program that can potentially be interconnected with other state agencies and local municipalities around the country.

**V. PROJECT STATUS**

a. Brief Summary

The project is proceeding slower than expected but is anticipated to be complete by the end of the calendar year 2003. Software for the system has been purchased and delivered. Hardware is being ordered at this time. A Request for Proposals is being prepared to obtain proposal for the consulting services required to complete the project.

b. Accomplishments

To date, this office has received approval from Purchasing for the expenditure of approximately \$618,000.00 for the purchase of the software associated with the FMIMS Project. In addition, this office is waiting on issuance of a purchase order for approximately \$218,000.00 for the purchase of the required hardware to operate the FMIMS system.

c. Problems encountered/action taken or planned

Initial problems concerned the approach to take in the purchase of the software and the length of time required to receive approval from Purchasing.

d. Major milestones (original v. current estimate)

The original plan was to obtain the software, hardware and consulting services at the same time. However, due to regulatory procedures, the project was divided into three phases: purchase of software, purchase of hardware and contractual agreement for consulting services. The first two phases are either complete or nearing completion. The consulting phase is expected to be complete during the month of March, 2003, and the project complete and operational by January 1, 2004.

**VI. COST VS. BUDGET**

Category Budgeted Actual Projected Surplus

- a. Equipment  
Hardware was/is being purchased for approximately \$219,000.00, which is approximately \$127,000.00 less than the originally estimated \$346,000.00
- b. Software  
Software was purchased for the cost of \$618,000.00 which matched the original estimate.
- c. Telecommunications  
Telecommunications has been budgeted for approximately \$90,000.00
- d. Professional/Contract Services  
Professional services has been budgeted for \$880,000.00. An actual figure will be available after proposals are received pursuant to an issued Request for Proposal.
- e. Other Costs  
None anticipated

Total Project Cost \$1,880,000.00

**VII. ITEMIZED EXPENSES AND FIANCIAL OBLIGATIONS INCURRED DURING THIS REPORTING PERIOD**

a. Purchase of software

Cost Summary:			
<u>Item</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
SmarTeam Hub Server	1	\$120,000	\$144,000
SmarTeam Client w/ SmartFlow	100	\$1,300	\$156,000
SmarFlow Manager	4	\$2,500	\$12,000
SmarTeam Field Inspector Licenses	100	\$2,150	\$258,000
MySmarTeam Server	1	\$25,000	\$30,000
MySmarTeam Clients	20	\$750	\$18,000
<b>Total</b>			<b>\$618,000</b>

b. See Attached

THUS DONE AND SIGNED on the date(s) noted below

RECOMMENDED BY:

OFFICE OF THE STATE FIRE MARSHAL

LA INNOVATIONS TECHNOLOGY COUNCIL

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\_\_\_\_\_

Chad C. McGee, CHAIRPERSON

DATE: FEBRUARY 28, 2003

DATE: \_\_\_\_\_

DIVISION OF ADMINISTRATION

\_\_\_\_\_  
MARK C. DRENNAN, COMMISSIONER

DATE: \_\_\_\_\_